
COLLEGEDALE MUNICIPAL PLANNING COMMISSION

**AGENDA
FOR THE MEETING OF
February 14, 2011
6:00 P.M.**

- A. CALL TO ORDER**
- B. INVOCATION**
- C. ROLL CALL**
- D. READING AND APPROVAL OF MINUTES FROM THE PREVIOUS MEETING**
- E. HEARING OF PERSONS HAVING BUSINESS BEFORE THE COMMISSION**
- F. REPORTS OF OFFICERS, COMMITTEES, AND STAFF**
 - 1. Staff Activities Report
- G. OLD BUSINESS**
 - 1. Any Properly Presented Old Business
- H. NEW BUSINESS**
 - 1. Tucker Place Subdivision – Preliminary Plat
 - 2. Amendment to the Commercial Design Guidelines Ordinance
 - 3. Review Official Collegedale Land Use Map
 - 4. Any Properly Presented New Business
- I. ADJOURNMENT**

NEXT REGULARLY SCHEDULED MEETING: March 14, 2011, at 6:00 p.m.
Staff Work Session: March 1, 2011, at 2:00 p.m.

COLLEGEDALE MUNICIPAL PLANNING COMMISSION

Agenda Summary February 14, 2011

1. Tucker Place Subdivision – Preliminary Plat

BACKGROUND:

Surveyor, Alan Haniszewski, has submitted a preliminary plat for an 11 lot subdivision on Tucker Road. This plat divides 5.23 acres into lots that are between 15,000 and 17,000 square feet. Lot 1 is being shown as a community lot, which does not meet the minimum square footage requirements, and lot 6 at the end of the cul-de-sac is shown at just over 37,500 square feet. The plat does not make any mention of extending water lines, sewer lines, or sidewalks, which are required in major subdivisions. There are several building setback violations created by this plat, one of which is located in the proposed roadway.

The following recommendations are made in accordance with the requirements of the Collegedale Subdivision Regulations and Zoning Ordinance. This plat has been reviewed by the State Planner, City Engineer, and City Building Inspector.

ANALYSIS:

1. Note zoning on the plat: R-1-L
2. The tax map number is incorrect. It should be 141 060.
3. Setbacks are as follows: Front – 35', Rear – 25', and Side – 10' and 35' for corner lots abutting more than one street. Building setbacks are violated on Lots 1, 2, 8, and 10. Side building setback violations can be alleviated on Lots 8 & 10 by moving the property lines away from the buildings. Since this is a preliminary plat, the building on Lots 1 & 2 will have to be marked for removal.
4. No proposed utilities are shown, and there is no mention of providing water, sewer, street lighting, or sidewalks in the proposed subdivision. Existing water lines and sewer lines should be shown on the plat including their size. Notes should be added to the plat stating the source of water and sewer, and it should also be noted that these utilities will be extended to all lots in the proposed subdivision.
5. The Collegedale Subdivision Regulations and Zoning Ordinance do not provide for community lots that are less than the required minimum square footage that is required in an R-1-L zoning district. For the preliminary plat this should not be a problem, but it will require a variance from the Board of Zoning Appeals prior to a final plat being approved. In the meantime, the City plans to work on the zoning ordinance to allow community lots that are less than the required lot sizes in each district.
6. Sidewalks are required on at least one side of the street (same side as utilities). Please note that this will be part of the construction plans.
7. Street lighting is also required for major subdivisions. Please note that this will be part of the construction plans.
8. Add a note stating that utility easements are located along all property lines.
 - (a) Front yard: A utility easement of ten (10) feet shall be required for the installation of electric, telephone and cable TV service lines.

- (b) Rear yard: A utility/drainage easement of ten (10) feet shall be required.
- (c) Side yard: A utility/drainage easement of five (5) feet shall be required.
- 9. Show adjoining property owner's names.
- 10. Source or location of water supply is not shown or labeled. Please note the size of the line.

RECOMMENDATION:

Staff will support the proposed subdivision with the addition of the information listed above.

2. Amendment to the Commercial Design Guidelines Ordinance

See attached.

3. Review Official Collegedale Land Use Map

Staff will provide copies at the meeting.

4. Any Properly Presented New Business



**STATE OF TENNESSEE
DEPARTMENT OF ECONOMIC & COMMUNITY DEVELOPMENT
LOCAL PLANNING ASSISTANCE OFFICE
SOUTHEAST TENNESSEE REGION
540 McCALLIE AVENUE, SUITE 690
CHATTANOOGA, TENNESSEE 37402
TELEPHONE: 423.634.6446 — FAX: 423.634.6351**

MEMORANDUM

TO: Members of the Collegedale Municipal Planning Commission

FROM: Chad Reese, Staff Planner

DATE: February 8, 2011

SUBJECT: Staff Activity Report

During the time since our last meeting Planning Commission Meeting, Staff has been involved in the following activities on behalf of the Collegedale Municipal Planning Commission:

- Attended the Collegedale Work Session on February 3rd, to discuss agenda items as well as other projects that are not yet ready for Planning Commission review.
- Staff prepared the agenda packet for the February 2011, Planning Commission Meeting.
- Currently researching possibilities for controlling steep slope developments.
- Reviewing alternative standards for flag lots with City Staff.
- Reviewing a proposed section on the suitability of development with City Staff.
- Reviewed proposed changes to the sign ordinance with City Staff.
- Prepared a Land Use Plan Outline.
- Reviewed land use data to prepare a city-wide Land Use Map
- Reviewed residential design standards ordinance.
- Prepared amendments to the zoning ordinance to incorporate new signage requirements and to the commercial design guidelines to change the section on applicability.

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND THE COMMERCIAL DESIGN STANDARDS
ADOPTED BY ORDINANCE # 743 TO CHANGE THE APPLICABILITY SECTION
UNDER GENERAL PROVISIONS FOR
THE CITY OF COLLEGEDALE, TENNESSEE**

WHEREAS, in pursuance of the authority granted in Tennessee Code Annotated Section 6-54-133, the City of Collegedale, Tennessee has designated the Collegedale Municipal Planning Commission as the Design Review Commission charged with enforcing commercial design standards; and

WHEREAS, Tennessee Code Annotated Section 6-54-133 enables a municipality to adopt general guidelines for the exterior appearance of nonresidential property, multiple family residential property, and any entrance to a nonresidential development within the municipality; and

WHEREAS, the Collegedale Municipal Planning Commission has recommended the adoption of said amendment to the commercial design standards to the Collegedale Board of Mayor and Commissioners, as herein described; and

WHEREAS, pursuant to the requirements of Tennessee Code Annotated, the City of Collegedale conducted a public hearing subject to at least fifteen (15) days notice prior to the final reading and adoption of the ordinance herein described;

NOW THEREFORE BE IT ORDAINED, by the Board of Mayor and Commissioners of the City of Collegedale, Tennessee, that

Section 1

Section I. Definitions of the Collegedale, TN Commercial Design Standards Ordinance #743 shall be amended by deleting the definition for “commercial development” and replacing it with the following definition:

Delete ~~*Commercial Development*—All retail, restaurant, service, hotels, motels, and similar businesses, but shall not include office or industrial uses. However, any office or industrial development or building that includes more than a twenty percent (20%) retail component by square footage shall be subject to these Commercial design Guidelines and standards.~~

Replace *Commercial Development* – All retail, restaurant, service, hotels, motels, and similar businesses, but shall not include industrial uses. However, any office or industrial development or building that includes more than a twenty

percent (20%) retail component by square footage shall be subject to these Commercial design Guidelines and standards.

Section 2

Section I. Definitions of the Collegedale, TN Commercial Design Standards Ordinance #743 shall be amended by adding the definition for “multi-family dwelling”:

Add Multi-family dwelling – A building or portion thereof designed for occupancy by three or more families living independently in which they may or may not share common entrances or other spaces. Individual dwelling units may be detached buildings used as dwelling units located on a lot that is in single ownership having yards, courts, or facilities in common.

Section 3

Section B. labeled as “Applicability” under Section II. General Provisions of the Collegedale TN Commercial Design Standards Ordinance #743 shall be amended by deleting that section and replacing it with the following:

Delete B. APPLICABILITY

~~Unless exempt under II.C.(Exemptions) below, these Commercial Design Standards shall apply to all new commercial development within the City of Collegedale that involves either a rezoning request; a site plan approval; a revised preliminary plan where a public hearing is necessary; a special use approval for hotels/motels; or a major rehabilitation of an existing commercial structure. Major rehabilitation shall mean any renovation, restoration, modification, addition, or retrofit of a structure or site that exceeds twenty five percent (25%) of the current appraised value of any structure or site as established by Hamilton County. Major rehabilitation shall not include routine maintenance and repair of a structure or other feature on the surrounding site, such as a roof replacement or general repairs to a parking area or other site feature.~~

~~The standards stated in section IV.B.5.e. (Site Layout and Building Orientation at Two Intersecting Thoroughfare Streets), shall apply to all new commercial development, commercial office development, and multi-family developments.~~

Replace B. APPLICABILITY

Unless exempt under II.C.(Exemptions) below, these Commercial Design Standards shall apply to all new commercial developments and multi-family dwellings regardless of zoning designation within the City of Collegedale that

involves either a rezoning request; a site plan approval; a revised preliminary plan; a special use approval for hotels/motels; or a major rehabilitation of an existing commercial or multi-family structure. Major rehabilitation shall mean any renovation, restoration, modification, addition, or retrofit of a structure or site that exceeds twenty five percent (25%) of the current appraised value of any structure or site as established by Hamilton County. Major rehabilitation shall not include routine maintenance and repair of a structure or other feature on the surrounding site, such as a roof replacement or general repairs to a parking area or other site feature.

The standards stated in section III.B.4. (*Site Layout and Building Orientation at Two Intersecting Thoroughfare Streets*), shall apply to all new commercial development, commercial office development, and multi-family developments.

THEREFORE BE IT FURTHER ORDAINED, that this ordinance shall become effective fifteen (15) days after final reading and passage by the Collegedale Board of Mayor and City Commissioners, **THE PUBLIC WELFARE REQUIRING IT.**

PASSED ON FIRST READING: _____

PASSED ON FINAL READING: _____

MAYOR OF COLLEGEDALE, TENNESSEE

ATTEST: _____
CITY RECORDER

APPROVED AS TO FORM: _____
CITY ATTORNEY

PUBLIC HEARING DATE: _____